

Regional Development News & Notes



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North Country CEDS

The North Country Council (NCC) in Bethlehem, NH is currently updating the region's Comprehensive Economic Development Strategy (CEDS). This guiding document lays the groundwork for Economic Development Administration (EDA) federal funds to flow to the region. During the past five years, this EDA district has secured over 7.5 million dollars in grants for job creation activities.

The public participation phase of the update will begin early in 2003 with a series of locally held meetings during February and March. For a schedule of meeting dates and locations, or for more information on the CEDS, please contact Christine Walker at NCC (603) 444-6303 or cawalker@ncia.net.

EconLink Listserv

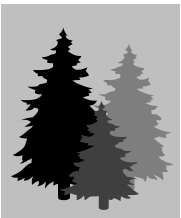
The NH Office of State Planning has recently activated a new Internet e-mail listserv called **EconLink**. It is designed to be an on-line discussion forum for the New Hampshire economic development community. Subscription is free, and strictly voluntary. EconLink is an easy-to-use tool for sharing ideas, posing questions to the E.D. community and generating conversation among practitioners. EconLink is not intended to replace other forms of communication, but rather to augment them. To join EconLink, go to:

www.state.nh.us/osp/cdbg/econlink/start.html.

You can read a description of the listserv and sign up on line at that address.



Minimum Impact Development



Economic development and land protection need not be mutually exclusive. Minimum Impact Development (MID) encourages good development practices that fit into the landscape, rather than

having the landscape be what is left over after development occurs. The MID approach knits together a vision for the green infrastructure at the landscape and community levels with decisions about where and how to subdivide or develop a specific piece of land.

To find out more about the NH Minimum Impact Development project, go to their web site at www.nhmid.org.

SCEDC becomes WRDC

In case you haven't heard, the Sullivan County Economic Development Council is now the **Western Region Development Corporation** (WRDC). The newly reorganized Board of Directors hired Richard Seaman as Economic Development Coordinator, changed the organization name and signed a Memorandum of Agreement with two other RDCs.

CRDC and MEDC will be providing assistance to WRDC in an effort to build WRDC's portfolio of projects and economic development initiatives. The goal is for WRDC to be self-sustaining in two or three years. We wish WRDC much success in its renewed efforts!

CDBG “101”



#9 in a series: Managing the

Money (see CDBG Implementation Guide for more information)

CDBG funds are public dollars! The acceptance of taxpayer money brings with it a high degree of accountability and responsibility. The Grantee must follow commonly accepted accounting practices, plus a few unique requirements of the CDBG program. ***Please be advised that, in the event of major violations in the handling of grant funds, OSP may institute different or additional procedures in order to prevent any further improper requests or use of funds.***

In preparation for handling CDBG funds, here are seven steps to follow in establishing or upgrading an accountable financial management system:

1) The chief executive of the municipality must **appoint or designate the individual who will have overall responsibility** for the financial management system, plus at least two others among whom the duties will be spread.

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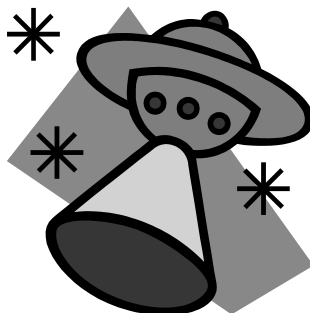
Did You Know?

(things to ponder, or not, when solving the economic development needs of NH)



Built in 1967, the world's only flying saucer launching pad is in St. Paul, Alberta, Canada.

(Lesson: Some projects really are one-of-a-kind!)



2) **Complete the Authorization to Submit Payment Requests** form. This designates the individual (s) who are authorized to sign CDBG payment requisitions, and must be executed and submitted to OSP before any payments can be made.

3) **Ensure that grant funds are deposited in a non-interest bearing account**, *unless* the grant funds are a reimbursement of local funds already expended on the approved CDBG project.

4) If CDBG funds are used for paying salary or wages, determine who will be paid with CDBG funds. **Time sheets must separate hours spent on CDBG work, Town work or other.** Billing against the CDBG account for payroll must be broken down by salary and fringe benefits.

5) **Become familiar with the cost allowable concept.** Grant funds may only be spent on those things allowable under the grant agreement/contract and according to federal regulations.

6) **Determine what financial records will be necessary to provide accurate and complete financial information.** Accounting records may be kept on a cash or accrual basis. OSP recommends that the financial management system consist minimally of the following:

- General Journal
- Cash Control Register
- Project Activity Ledger Sheets
- Payroll Register
- Contracts
- Source Documents
- Purchase Order Procedures
- Payroll Procedures

7) **Set up and organize the financial files to be used during the life of the grant.** Refer to Attachment 9 in the CDBG Implementation Guide for guidance on establishing a filing system. Some types of projects require additional or different files from others. ***All financial records should be kept secure.***

Helpful Hint: These files are in addition to your ledgers and journals and registers. A system of accurately and precisely named files will make monitoring visits much easier!